

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) JULY 16, 2019, 5:30 P.M.

In the Edward J. Kuntz Board Room of the Bloomington Transit Operating Facility, 130 W. Grimes Lane, Chair Obermeyer convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

ROLL CALL

Board Members present: Chair Obermeyer, Vice Chairman McDaniel, Treasurer Cartwright, and Secretary McLary. Also present were Lewis May, General Manager, Brenda Underwood, Human Resource/Marketing Administrator, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager.

PETITIONS AND COMMUNICATIONS ON NON-ACTION ITEMS

There were no petitions and communications on non-action items.

MESSAGES FROM BOARD MEMBERS

No messages from the board members.

MESSAGES FROM THE MANAGER

Mr. May presented the preliminary first draft of the 2020 budget. He stated that they were not seeking approval tonight but are looking for input and guidance from the Board before the final draft is presented at the August 13 board meeting and prior to going to City Council on August 20. Mr. May praised Controller Christa Browning for doing a great job in putting together the 2020 budget.

Mr. May did a breakdown of the budget as follows:

Budget Class	Proposed 2020	Final 2019	Percent Change
I-Personnel	\$5,988,616	\$5,984,482	0.07
II- Materials/ & Supplies	\$1,630,668	\$1,626,861	0.23
III- Services	\$1,343,746	\$1,160,343	15.81
IV-Capital	\$4,817,975	\$1,713,551	181.17
Total	\$13,781,005	\$10,485,237	31.43

Class I - Personnel

- Budget Predicated on Existing Fare & Service Levels
(except for addition of 2 uses on 6 Limited during spring semester only)
- Wages
 - Bargaining Unit – CBA Increases + Wage Step Increases
 - Fixed Route Full-Time +2.5%
 - Fixed Route Part-Time +1.5%
 - BT Access All +1.5%
 - Maintenance All +1.5%
 - Admin/Mgmt Staff – Merit Based +2.0%
- Total Fringes -2.1%

Class II – Material & Supplies

- Fuel/Oil
 - Diesel \$2.76/Gallon (down from \$2.80/gallon)
 - Gasoline \$2.50/gallon (same in 2019)
 - Small increase in gallons due to service addition
- Parts +0%
- Other Supplies +0%
- Office Supplies +5%
- Total Materials & Supplies +0.23%

Class III

- Professional Services +15.81%
 - Add Security Officer +87,360
 - IU Shared Expenses +30,137
 - Risk Mgmt/Insurance +42,254

New Position Priorities

1. Security Officer
2. New Service Attendant
3. Road Supervisor
4. IT Manager
5. Marketing/Customer Service Manager
6. Interns
7. BT Access Manager

Mr. May explained that staff recently reviewed the workload assessment priorities and we have developed new and revised priorities. Staff consensus is that we need a full-time police officer that would work 40 hours a week and be stationed primarily at our Downtown Transit Center to deal with the many conduct and behavioral issues. This position is reflected in the above proposed budget in the Class III services section.

Class IV- Capital

- 4 Electric Buses & Charging Stations \$4,000,000
- Tires/Engine & Transmission Rebuilds \$204,725
- Facility Maintenance (roof replacement) \$363,250
- Automatic Passenger Counters \$200,000

- Total Capital \$4,817,975

It was noted that the city is gathering information on the use of anaerobic digestion at their wastewater treatment plant to capture methane. If we were to change to CNG buses the cost would be about half for each bus. However, we would have to purchase land, build a fueling station and retrofit our garage. The expected cost would be at least 2 million therefore keeping our budgeting amount the same. It was also noted that there could be additional cost involved if our garage electrical infrastructure could not handle 4 additional charging stations. At this point, it is not known if the existing electrical infrastructure can handle the charging of 2 buses to be acquired as part of the 2019 budget plus 4 buses as part of the 2020 budget.

Mr. May pointed out that the \$4 million budget item for the 4 batter electric buses is the primary budget driver for the entire budget and is the primary reason we'll need to use about \$850,000 of reserves as match for the electric bus purchase.

Revenue Assumptions

- Local Property Tax Levy +2.6%
- Passenger Fares +5.0%
- PMTF -0.9%
- Federal +70.4% (assumes discretionary funding of \$3.2 million for buses)
- Advertising +52.9%
- Operation Reserve Use \$850,969 (\$800,000 as match for buses)
- IU Contract Revenue +11.6% (mostly due to 6 Limited service addition)
- IU Reimbursements +27.4% (mostly due to roof replacement)
- Miscellaneous +57.9%

Future Budget Challenges

- Property Tax Levy Caps
- PMTF Growth Continues to Languish
- New Long Term Federal Reauthorization Bill
 - Congress Won't Raise Federal Gasoline Taxes
 - Federal JARC Eliminated

- IU Funding – 1st Year of 2% Growth in the past 4 years
- Uncertainty of Fuel Costs
- Local Option Income Tax Prospects Continue to Stall In General Assembly
- Prospect for 1st Ever City Contribution

Mr. May stated that Controller Browning would finalize the expense and revenue budget in early August. It was agreed among the Board that there were no adjustments needed to expenses. We anticipate adjusting the final budget to add the costs and revenue for possible microtransit services that are being sought in an upcoming grant application. Additionally, it was agreed to budget the \$4 million for electric buses as part of the 2020 budget premised on successfully acquiring competitive discretionary Federal funds rather than seek an additional appropriation ordinance later. A final budget will be presented at the August 13 meeting for approval.

Mr. Huneck presented the June Operation Statistics. He stated that June fixed route ridership is down 5.7 percent compared to June 2018. Mr. May explained that reflected in this number is one fewer weekday. If you back out the fewer week day you are actually looking at about a 2-3% decline. Year to date fixed route ridership is down 5.8% percent compared to the same period in 2018. This is considered to be an average decline.

BT Access ridership was down 0.3 percent in June 2019 compared to June 2018. Year-to-date BT Access ridership is up 9.87 percent compared to the same period in 2018. Sunday ridership was increased a little over a year ago to include the entire city. Sunday ridership has grown quite a bit almost doubling in the number of revenue hours.

Operation statistics are included in your packet. It was noted that we had fewer road calls but an increase in accidents.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the June Financial Report as included in the Board packet. She also gave an overview of the 2018 Audit Report. She noted that there were no findings or comments.

PUBLIC COMMENT – ACTION ITEMS

There was no public comment on actions items.

NEW BUSINESS – ACTION ITEMS

There was no new business.

OLD BUSINESS

There was no old business.

MINUTES

The minutes for the June 25, 2019 meeting were presented for approval by Treasurer Cartwright and seconded by Vice Chair McDaniel. The minutes were approved unanimously.

CLAIMS

The claims for July 16, 2019 were presented for approval by Treasurer Cartwright and seconded by Vice Chairman McDaniel. The claims were approved unanimously.

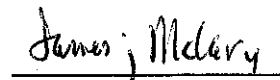
ADJOURNMENT

APPROVE:



Nancy Obermeyer, Chair
Board of Directors BPTC 08-13-19

ATTEST:



James J. McLary, Secretary
Board of Directors BPTC 08-13-19